### DELAWARE TOWNSHIP BOARD OF SUPERVISORS

Meeting
August 10, 2022 at 6:00 p.m.
MINUTES

# WORKSHOP-called to order at 6:00 p.m.

The workshop discussion included but was not limited to:

- Budget workshop dates -9/28, 10/12 (outside agencies), 10/26 11/16 advertise, 12/7 vote add motion to advertise next meeting.
- Dingmans Ferry Theatre requests *motions added*.
- Planning Commission request to change number of sitting members *motion added*.
- Trailer *motion added*.
- Birchwood Request -motion added.

**Motion** to recess the workshop was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

**Motion** to open executive session regarding personnel was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

**Motion** to close executive session was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

**Motion** to reopen the workshop was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

**Motion** to adjourn the workshop was made at 6:40 p.m. by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

### **REGULAR MEETING**

Call to Order was at 7:00 p.m.

Pledge of Allegiance

**Roll Call:** Present: Rick Koehler, John Henderson, Jane Neufeld, Krista Predmore and Chris Weed, Solicitor.

**Public Comment on Agenda** – none.

- **1. Motion** to amend the agenda to include the following motions:
  - a. **Motion** to approve the Dingmans Ferry Theatre borrowing the township amplifier.
  - b. **Motion** to approve the Delaware Township Public Works Department painting the back of the Dingmans Ferry Theatre building at Akenac Park.
  - c. **Motion** to amend Ordinance 601 changing the membership from 7 to 5 for the Delaware Township Planning Commission.
  - d. **Motion** to approve the Birchwood Lakes request to borrow tables and chairs pending an inventory and availability based on events taking place the same day.

was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Motion carries.

- **2. Motion** to accept the Minutes from the Board of Supervisors meeting dated July 27, 2022 was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- **3.** Motion to pay General Fund bills in the amount of \$47,431.51 was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Motion carries.
- **4.** Motion to pay Recreation Fund bills in the amount of \$6,340.69 was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Motion carries.
- **5.** Motion to pay Liquid Fuels Fund bills in the amount of \$1,236.57 was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Motion carries.
- **6.** Motion to renew the Township's property and liability commercial insurance with MRM Trust in the amount of \$35,462.00 from General Fund was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Motion carries.

# **OLD BUSINESS:**

- **7. Motion** to award the Akenac Park Gatehouse roof project to Royal Roofing Systems LLC in the amount of \$1,802.50 was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- **8. Motion** to award the Akenac Park Historical Society roof project to Royal Roofing Systems LLC in the amount of \$16,480.00 was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- **9. Motion** to award the Akenac Park Lifeguard Shack roof project to Royal Roofing Systems LLC in the amount of \$4,892.50 was made by Ms. Neufeld with a second by Mr. Koehler. Voting: All in favor. **Motion** carries.
- **10. Motion** to table awarding the Akenac Park Master Plan RFP until Wednesday, August 24, 2022 was made by Mr. Henderson with a second by Mr. Koehler. Voting: All in favor. **Motion** carries.
  - a. **Motion** to remove the motion from the table was made by Ms. Neufeld with a second by Mr. KoehlerPennDOT W. Voting: Aye: Ms. Neufeld. Nay: Henderson, Koehler. **Motion** failed.
- **11. Motion** to table the appointment of an alternate to the Pike County Road Task Force was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- **12. Retroactive Motion** to accept the resignation of Rory Naturale as full-time Public Works employee effective August 5, 2022 was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

**13. Motion** to advertise for full-time public works employee was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

## **NEW BUSINESS:**

- **14. Retroactive Motion** to approve the Medico estimate in the amount of \$4,798.13 to remove and replace the transmission/hydraulic oil cooler, metal tubes and lines that are rusted and corroded and change transmission oil and add hydraulic oil to the Township backhoe was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- **15. Motion** to approve the following lot improvement recommended by the Planning Commission at their meeting on August 2, 2022:

Sarlo – Birchwood Lakes - Lot 8B, Block B-96, Section 13

was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Motion carries.

**16. Motion** to approve the following lot improvement recommended by the Planning Commission at their meeting on August 2, 2022:

Paul – Marcel Lakes - Lot 8A, Block M-504, Section 5

was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Motion carries.

- **17. Motion** to approve tax abatement for township real estate taxes for E. Jarvis, Jr. of 113 Meadow Ridge Acres Road based on the Disabled Veteran's Real Property Tax Exemption Certification was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- **18. Motion** to approve the following unimproved property located within Delaware Township be sold from the Pike County Repository:

**PREVIOUS OWNER:** TORTORA. NICHOLAS & BONNIE

**SALE NUMBER:** 18-075 **CONTROL NUMBER:** 0032145

**DESCRIPTION:** LOT 594 SEC 6 (SPD) – POCONO MTN LAKE FOREST

**MAP NUMBER:** 161.02-02-12

**BIDDER:** CHRISTOPHER HAZELTON & ALANA GALLO

100 GLORY LANE, DINGMANS FERRY, PA 18328

**AMOUNT OF BID:** \$1,250.00

was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Motion carries.

**19. Motion** to approve the following unimproved property located within Delaware Township be sold from the Pike County Repository:

**PREVIOUS OWNER:** JOYCE, DONNA A

**SALE NUMBER:** 15-043 **CONTROL NUMBER:** 027323



**DESCRIPTION:** LOT 892 SEC 13 – POCONO MTN LAKE FOREST

**MAP NUMBER:** 162.01-01-65

**BIDDER:** SCOTT K BERNSTOCK

129 WILLOW DELL DRIVE, DINGMANS FERRY, PA 18328

**AMOUNT OF BID:** \$1,250.00

was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Motion carries.

**20. Motion** to approve the following unimproved property located within Delaware Township be sold from the Pike County Repository:

**PREVIOUS OWNER:** BERNAT, MARIOLA

**SALE NUMBER:** 14-023 **CONTROL NUMBER:** 070668

**DESCRIPTION:** LOTS 8, 9 & 10 BLK M-503 SEC 5 – MARCEL LK ESTATES

**MAP NUMBER:** 148.03-01-54

**BIDDER:** FABRICE NZANZU MATATA

22 PARK STREET, APT 2, BARRE, VT 05641

**AMOUNT OF BID:** \$1,250.00

was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Motion carries.

**21. Motion** to approve the following unimproved property located within Delaware Township be sold from the Pike County Repository:

**PREVIOUS OWNER:** KAPETANAKIS, ALEXANDER & DEBORAH

**SALE NUMBER:** 17-031 **CONTROL NUMBER:** 070689

**DESCRIPTION:** LOTS 10,11,12,13,14,16 BLK M-606 SEC 6 – MARCEL LK

**MAP NUMBER:** 148.03-02-34

**BIDDER:** FABRICE NZANZU MATATA

22 PARK STREET, APT 2, BARRE, VT 05641

**AMOUNT OF BID:** \$1,250.00

was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Motion carries.

**22. Motion** to approve the following unimproved property located within Delaware Township be sold from the Pike County Repository:

**PREVIOUS OWNER:** HSU, DANIEL & MARY MEI-SHIU

SALE NUMBER: 16-048 CONTROL NUMBER: 070086

**DESCRIPTION:** LOT 3 BLK W-2102 SEC 21 (SPD) – WILD ACRES

**MAP NUMBER:** 168.03-05-73 **BIDDER:** THOMAS RECH

137 SANDSTONE DRIVE, DINGMANS FERRY, PA 18328

**AMOUNT OF BID:** \$1,250.00

was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Motion carries.

**23. Motion** to approve the following unimproved property located within Delaware Township be sold from the Pike County Repository:

**PREVIOUS OWNER:** YU, CHUNG SAM ETAL

**SALE NUMBER:** 21-037 **CONTROL NUMBER:** 067328

**DESCRIPTION:** LOT 2 BLK W-2102 SEC 21 – WILD ACRES

MAP NUMBER: 168.03-05-74
BIDDER: THOMAS RECH

137 SANDSTONE DRIVE, DINGMANS FERRY, PA 18328

**AMOUNT OF BID:** \$1,250.00

was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Motion carries.

**24. Motion** to approve the following unimproved property located within Delaware Township be sold from the Pike County Repository:

**PREVIOUS OWNER:** SINGH, ORLANDO

**SALE NUMBER:** 14-095 **CONTROL NUMBER:** 070477

**DESCRIPTION:** LOTS 5, 6, 7 8 BLK M-609 SEC 6 – MARCEL LK ESTATES

MAP NUMBER: 148.04-03-34 BIDDER: MSJC INC.

2473 7th AVENUE, #3C, NEW YORK, NY 10030

**AMOUNT OF BID:** \$1,255.00

was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Motion carries.

**25. Motion** to approve the following unimproved property located within Delaware Township be sold from the Pike County Repository:

**PREVIOUS OWNER:** SLEAP, WILLIAM J

**SALE NUMBER:** 11-052 **CONTROL NUMBER:** 028543

**DESCRIPTION:** LOTS 15 ABC BLK B-22 SEC 4 – BIRCHWOOD LAKES

**MAP NUMBER:** 162.02-04-18 **BIDDER:** MSJC INC.

2473 7th AVENUE, #3C, NEW YORK, NY 10030

**AMOUNT OF BID:** \$1,255.00

was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Motion carries.

**26. Motion** to approve the following unimproved property located within Delaware Township be sold from the Pike County Repository:

**PREVIOUS OWNER:** McCANN, MICHAEL P & MELISSA A

**SALE NUMBER:** 14-067

**CONTROL NUMBER:** 032244

**DESCRIPTION:** LOT 7 ABC BLK B-15 SEC 3 – BIRCHWOOD LAKES

**MAP NUMBER:** 162.02-05-25

**BIDDER:** DANIELLE EDWARDS

128 CHESTNUT STREET, DINGMANS FERRY, PA 18328

**AMOUNT OF BID:** \$1,300.00

was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Motion carries.

**27. Motion** to approve the following unimproved property located within Delaware Township be sold from the Pike County Repository:

**PREVIOUS OWNER:** McCANN, MICHAEL P & MELISSA A

SALE NUMBER: 14-068 CONTROL NUMBER: 032300

**DESCRIPTION:** LOT 8 ABC BLK B-15 SEC 3 – BIRCHWOOD LAKES

**MAP NUMBER:** 162.02-05-24

**BIDDER:** DANIELLE EDWARDS

128 CHESTNUT STREET, DINGMANS FERRY, PA 18328

**AMOUNT OF BID:** \$1,300.00

was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Motion carries.

**28. Motion** to approve the following unimproved property located within Delaware Township be sold from the Pike County Repository:

**PREVIOUS OWNER:** WELLS, AKINOLA

**SALE NUMBER:** 13-089 **CONTROL NUMBER:** 030097

**DESCRIPTION:** LOTS 22 & 23, BLK B-41 SECTION 6 – BIRCHWOOD LKS

**MAP NUMBER:** 149.04-06-10

**BIDDER:** CHRISTOPHER WATERS

134-46 234th STREET, ROSEDALE, NY 11422

**AMOUNT OF BID:** \$1,275.00

was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Motion carries.

**29. Motion** to approve the following unimproved property located within Delaware Township be sold from the Pike County Repository:

**PREVIOUS OWNER:** REDDY, RAYMOND C & MARY E

SALE NUMBER: 12-071 CONTROL NUMBER: 030774

**DESCRIPTION:** LOTS 27 & 29 - ECKMAN

**MAP NUMBER:** 161.02-03-18

BIDDER: CHRISTOPHER WATERS

134-46 234th STREET, ROSEDALE, NY 11422

**AMOUNT OF BID:** \$1,275.00

was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Motion carries.

- **30. Motion** to accept the 2022 Delaware Township maintenance proposal by Show Star Industries LLC and enter a contract was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- **31. Motion** to table traffic control by the Delaware Township Volunteer Fire Police on August 13, 2022 for the Dingmans Ferry Theatre presentation of the Sinatra Show at Akenac Park was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- **32. Motion** to approve traffic control by the Delaware Township Volunteer Fire Police on August 27, 2022 for the Dingmans Ferry Theatre presentation of the Beatles Show at Akenac Park was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- **33. Motion** to approve municipal hall use request by M. Light on Saturday, August 13, 2022 from 9am to 11am for an emergency management seminar was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- **34. Motion** to approve municipal hall use request by J. Cairns on November 12, 2022 from 12:00 p.m. to 6:00 p.m. for a baby shower was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- **35. Motion** to approve the Dingmans Ferry Theatre borrowing the township amplifier was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- **36. Motion** to approve the Delaware Township Public Works Department painting the back of the Dingmans Ferry Theatre building at Akenac Park was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- **37. Motion** to amend Ordinance 601 changing the membership from 7 to 5 for the Delaware Township Planning Commission was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- **38. Motion** to approve the Birchwood Lakes request to borrow tables and chairs pending an inventory and availability based on events taking place the same day was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

## **ANNOUNCEMENTS by Mr. Henderson:**

The Dingmans Ferry Theatre presents The Sinatra Show live on the outdoor stage on Saturday, August 13, 2022 at 8:00 p.m. Gates open at 6:30 p.m. This event is free. (Rain date – August 20<sup>th</sup>).

Emergency Management Seminar on Saturday, August 13, 2022 from 9:00 a.m. to 8:00 p.m. at the municipal building.

PUBLIC COMMENT: consisted of but was not limited to Mr. Hough thanking the supervisors for their consideration in amending Ordinance 601 to accommodate their current membership and issues with a quorum; Mr. Hough also inquired when the Wilson Hill Road work would be completed and Ms. Neufeld responded the estimated work would be completed in December of 2022; Mr. Lee inquired when the SR 2001 widening project would be completed in Delaware Township and Ms. Neufeld responded PennDOT has the work slated for 2031; Mr. Wikowski clarified the process for changing an ordinance which consists of amending the ordinance, advertising and holding a public hearing before approval; Mr. Wikowski also requested clarification on the consultant awarded for the Comprehensive Plan update and if the Board had a consultant in mind for the Master Plan.

**Motion** to adjourn was made at 7:46 p.m. was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

Respectfully submitted,

Krista Predmore Administrator